

## Minutes of August 17 Meeting Utilities & Sustainability Task Force

### Present:

Ann Guy, Energy Solutions (for Bruce Chamberlain)  
Debra Gordon, Mayor of Woodside  
Mukesh Khattar, Director of Energy, Oracle  
Jerry Hill, President of the Board of Supervisors, San Mateo County  
Terry Nagel, Vice-Mayor of Burlingame  
Bill Dickenson, Belmont City Council Member  
Bob Cormia, Sustainable Silicon Valley Volunteer  
Kathy Lavezzo, PG&E Account Manager  
Barbara Pierce, Mayor of Redwood City  
Jill Boone, San Mateo County RecycleWorks Programs Manager  
Gina Blus, Facilitator

### Absent:

Sepi Richardson, Brisbane City Council Member  
Bruce Chamberlain, Energy Solutions  
Nicole Sandkulla, BAWSCA  
Mario Panoringan, CEO Colma-Daly-City Chamber of Commerce

### Decided:

The meeting time will move up 15 minutes, and go from 2:45 to 4:45 pm to accommodate task force members' schedules. We may convene earlier at times if there is a topic of interest to only a subset of members.

### Action items:

- Review the **Actions/Tasks** section of the Work Plan draft distributed before the meeting and send your edits, questions, ideas, etc. online to Jill and Gina **by Aug. 31**. (It is excerpted at the very end of this document)
- Send your ideas about **low-hanging fruit** to Gina **by Aug. 31**; I'll roll it up and discuss briefly at the next meeting
- If you haven't yet done so, please send Gina a pointer on **existing energy-saving awareness or programs in your city, agency, organization, etc. by Aug. 31** (Kathy, Bill, Barbara and Bruce have done so)

### Notes:

The July minutes were approved.

The draft Work Plan was reviewed, amended and approved for submission to CMEQ (a copy is attached to these minutes). The following topics were discussed and will likely be addressed later in the project:

- The Work Plan as drafted assumes continued use of the existing power delivery infrastructure; if that infrastructure fails, it may be difficult or impossible to meet the objectives of the plan
- Official energy usage projections are based on a complex set of variables; some task force members want to understand the variables and their interaction. (We will invite an expert to explain the projections process to our October meeting.)
- Emphasizing “innovation” over “conservation” will be more effective in certain communities
- Some communities may embrace the use of innovative, cost-effective technologies to help reduce energy usage; others may choose to reach their goals a different way
- Dr. Richard Sweeney of Stanford may be a good speaker to address the task force on broad energy issues

## **Draft Document (submitted to CMEQ for approval on Aug. 18)**

### **SAN MATEO COUNTY UTILITIES & SUSTAINABILITY TASK FORCE (USTF)**

#### **PURPOSE**

USTF was convened by the Congestion Management Environmental Committee (CMEQ) to develop an Energy Strategy and to consider other utility related issues such as water conservation and cable issues, if referred or approved by CMEQ. As a subcommittee of CMEQ, the primary emphasis is on environmental issues relating to utilities.

#### **LINE OF REPORTING**

USTF is an ad hoc subcommittee of CMEQ (formerly called CMAQ). USTF studies and discusses issues and makes recommendations to CMEQ, which then advises C/CAG. C/CAG can then make recommendations to the cities.

#### **MEMBERSHIP**

Membership in USTF consists of 6 elected officials and one representative from each of the following: large business, small businesses, environmental nonprofit, energy expertise, water utilities and energy utility. The committee is staffed by C/CAG and/or San Mateo County employees. Meetings are open to the public and interested people are encouraged to attend and participate. (See Committee Roster)

#### **MEETING TIME AND LOCATION**

Meetings are on the third Thursday of each month, from 3 – 5 pm. Meetings are held at 155 Bovet Road, San Mateo, in the first floor conference room provided by BAWSCA.

## **DURATION OF EXISTENCE**

The committee will complete the Energy Strategy for San Mateo County and will continue with other utility issues as requested or approved by CMEQ.

# **ENERGY STRATEGY FOR 2026 WORK PLAN**

### **Purpose (as requested by CMEQ)**

To consider the future energy needs of the county and to identify and recommend solutions that will address these needs in an environmentally, socially and fiscally responsible manner. (Energy includes electricity and natural gas and water as it affects energy use but not transportation fuels, which are already addressed by CMEQ with transportation issues).

### **Objectives (Desired Outcomes)**

The strategy will ensure that:

- Energy is consistently available and affordable for all residential, commercial and industrial users in San Mateo County.
- Energy will be consistently available and affordable for future generations of San Mateo residents and businesses.
- The environmental impact of energy production is minimized to the greatest extent possible.
- Local officials are involved in PG&E's planning process regarding local production, transmission and distribution of energy, for both centralized and distributed generation.
- Policy makers and the public understand the impact of their actions, make wise energy choices and utilizing existing and future programs.
- The linkage between water and energy use is understood and recognized.
- San Mateo County is a leader in providing solutions for energy efficiency and greenhouse gas reduction.

### **Guiding Principles**

These principles will guide the development of the recommendations in the Energy Strategy:

- San Mateo County communities will, to the greatest extent feasible, establish standards that are consistent within the county and across the Bay Area, and by sharing programs and educational materials. Applicable actions from the California Energy Action Plan will be included in the local strategy.
- Leverage all existing and future federal, state, regional and public purpose (such as PG&E-administered) programs to the greatest extent feasible.

- Government agencies should lead by example in reducing energy and water usage, enforcing regulations and educating citizens about energy issues.
- The City/County of San Francisco's energy use is inseparably linked to San Mateo County's use; therefore, future strategies must be collaborative and consider the needs of both Counties.
- The process for developing the plan and recommendations is transparent and open.
- Quick and visible wins are important for building credibility and commitment; if solutions that are easy to implement are identified during the process, these can be recommended to CMEQ prior to the full report.
- Policies and programs should be designed to meet long-term goals.
- As set forth in the California State Energy Action Plan II, conservation, efficiency, and demand management are the preferred ways to reduce energy use. Should new generation or infrastructure be required, it will be done in with the least possible environmental impact.
- Energy solutions will be pursued that support economic development and offer new job opportunities.
- Future land-use planning and development will include responsible energy decisions.
- Public education and awareness programs promote responsible energy and other resources use by the public.
- Recommendations take into account environmental justice impacts.
- Decisions will not increase greenhouse gases and will preferably contribute towards significant reductions.

## **Actions/Tasks**

- 1. Educate Committee**
- 2. Develop Strategy** (Set short-term, medium-term and long-term goals, with milestones and metrics, vision, etc.)
- 3. Present to CMEQ, CCAG and City Councils**
- 4. Identify potential programs/policies or actions**
- 5. Prioritize Options & Allocate Resources**
- 6. Identify Entity Responsible for Overall Strategy & Plan**
- 7. Draft Energy Strategy Report**
- 8. Provide for Public Outreach and Comments**
- 9. Refine and Finalize Strategy**
- 10. Develop detailed implementation plan**

**11. Implement Action Plan**

**12. Measure, Monitor and Report Results**

**13. Update Strategy and Plan (5 or 10 years)**

**Please send comments about the following proposed Actions/Tasks (excerpted from first draft of the Work Plan)**

**Actions/Tasks**

**1. Educate Committee**

- a. Already accomplished:
  - i. Energy Snapshot (energy use in county)
  - ii. Energy – Water Snapshot (water use and energy-water connection)
- b. Identify additional areas where more understanding or data regarding current system and usage is needed. (committee)
- c. Provide information to committee (staff)
  - i. Transmission infrastructure and future projects
  - ii. Information on peak usage vs. overall usage
  - iii. Biggest users by industry
  - iv. Programs/policies that are being done by the cities and utilities currently. Any current strategies that will overlap.
  - v. ?
- d. Determine future needs
  - i. Utilize PGE projections; identify local policies or developments that could change their projections.
  - ii. Consider long term projections in relation to transmission capacity.
- e. Provide baseline usage, projections and expected capacity in summary form. (staff)
- f. Identify any easy, immediate actions that should be taken now to make a difference. (committee) Implementation of any immediate actions (staff).

**2. Develop Strategy (committee)**

- g. Set short-term, medium-term and long-term goals, with milestones and metrics; Address both peak usage and overall demand.
- h. Define vision for the future
- i. Refine priorities for strategy
- j. Identify potential funding options

**3. Present to CMEQ, CCAG and City Councils (staff)**

- k. Press

**4. Identify potential programs/policies or actions (as prioritized in step 2)**  
**(Staff/Committee)**

- 1. Programs (Including Incentives and Public Awareness)
  - i. Conservation
  - ii. Efficiency
  - iii. Renewable Energy
  - iv. Peak Demand
- m. City and County Policies & Procedures
  - i. Energy or water reductions in municipal facilities
  - ii. Land use and general plan recommendations
  - iii. Permitting policies, procedures and/or roadblocks
  - iv. Incentives
  - v. Environmental Purchasing Policies
  - vi. Green building or sustainability policies
  - vii. CO2 reduction efforts, climate change initiatives
  - viii. Ordinances, policies or incentives that encourage, inform or require the public to conserve or to install energy or water efficient equipment and renewable energy
- n. Infrastructure
  - i. Needed upgrading
  - ii. Improvements
  - iii. Increased generation
- o. ?

Determine (for each recommendation)

- p. Responsibility for implementation
- q. Cost and funding source
- r. Partners
- s. Staffing
- t. Expected results/targets
- u. ?

## **5. Prioritize Options & Allocate Resources**

- v. Apply criteria and select preferred options, with justification (staff)
- w. Review and modify as needed (committee)

## **6. Identify Entity Responsible for Overall Strategy & Plan (committee)**

- x. Staffing
- y. Oversight
- z. Reporting

## **7. Draft Energy Strategy Report (staff)**

- aa. Review by committee; incorporate recommendations
- bb. CMEQ; incorporate recommendations
- cc. CCAG; incorporate recommendations/approve for distribution

## **8. Provide for Public Outreach and Comments**

- dd. City presentations
- ee. Public commenting period

**9. Refine and Finalize Strategy**

**10. Develop detailed implementation plan (staff)**

- ff. Review/Recommendations by committee/CMEQ/CCAG
- gg. Edit draft/Final approval from CCAG.

**11. Implement Action Plan**

**12. Measure, Monitor and Report Results**

**13. Update Strategy and Plan (5 or 10 years)**